

Meeting Minutes: March 13 2002, Canyon complex Rm 165: 3:00-5:00 pm

1) Clarification: regular meetings will be the last Wednesday of each month, 3:00 - 5:00 PM.

Meeting minutes from February 28 was approved.

2) Changes to the Bylaws;

#7b) proposed clarification of 'sensitive data'... voted NOT to change

#8) proposed amendment to clarify '2/3 of FULL WG membership needed to change Bylaws'

..PASSED

Jasmine proposed a need for attendance requirements... 'Members are encouraged to attend meetings regularly' WILL be added to the 'meetings section of the bylaws'

Bob Lin.. 'email is too emotional'... proposed to add wording to the effect that 'members are reminded that email discussions are to be conducted in a professional manner' 'The Chair can intercede in order to maintain order in email exchanges, as would be the case in a meeting'

changes to the bylaws: ACCEPTED unanimously by the members present, and the draft will be sent to the rest of the working group members for full vote and approval.

{ Action item: send a copy of the final bylaws to Tom/Sue]

Sam: Access to add and modify the content of the existing AsADWG website was approved on 3/12.. Cindy Costa, Group Secretary (FWO-CFS), will help with this and Cindy's name will be added to email list for this purpose.

Min introduced Joe Vigil (STB-Education Program) to facilitate discussion of the ADP priorities. Joe facilitated to help members to visualize important tasks that AsADWG will work on. Each members given opportunity to share their own thoughts and area of interests to work on. The group agreed that all (i.e., diversity awareness, recruitment, retention, career advancement) are important, we will determine how to focus our energy at a later time;

Attending members indicated a preference for focus areas to work:

Jamal: recruitment/retention

Karen: recruitment/retention

Deesh: retention

Srinivas: recruitment

Bob: transition (proposed name change to career advancement)

Jasmine: retention

Sam: diversity awareness

[Action Item: email will be sent out to collect working group members' preferences for subcommittees]

subcommittees are encouraged to set up their own meetings and recruit outside help (API and otherwise)

May is API Heritage Month: suggestions for events;

Karen: panel discussion between various authors of Wen Ho Lee books

Jasmine: cultural display

Bob: API Potluck

[Action item: solicit input from WG email list]

those who submit suggestions will be asked to justify/explain their idea

Deb Lee suggests social event for WG members .

She also recommended to invite Tom Myers to working group meetings.

Next Mtg is: March 27th rm 160, 3-5pm

Agenda item:

Subcommittee formation

May Heritage activity planning